



# CITY OF BRUNSWICK

1 W. Potomac Street • Brunswick, Maryland 21716 • (301) 834-7500

## **Brunswick Ethics Commission Minutes January 18, 2006**

**Commission Members Present:** Chair Jamie Eshbaugh, Vice Chair Carroll Haugh, and Bob Ward.

**Mayor & Council Present:**

**Staff Present:** City P & Z Administrator Rick Stup, Temporary Staff Liaison; and Paul Rose, City Attorney

Chairperson Eshbaugh called the meeting to order at 7:00 PM.

### **Minutes**

The minutes of the November 16, 2005 meeting and the November 19, 2005 Workshop were reviewed and approved. (MOTION by Mr. Haugh and seconded by Mr. Ward unanimously passed.)

### **Chair:**

Mr. Stup advised the Commissioners that he distributed a package of State of Maryland Ethics Law Memos that were downloaded from the State Web Site. While these deal with the State Requirements, they should be helpful as the Commission deals with various requests.

### **New Business:**

#### **Request for Advisory Opinion**

Review of Request for Advisory Opinion and discussion for processing.

Messrs. Rose and Stup reviewed the Request for Advisory Opinion stating that the applicant verbally requested that the matter be postponed until the February Meeting because the applicant was scheduled to be out of town. Since this was the first processed through the Commission, the process was reviewed. After background was given, it was the consensus of the Commission that the applicant and the affected were to be present for the February 15 meeting. Staff is to notify the appropriate people.

**Ethics Commission Minutes**  
**January 18, 2006**  
**Page 2 of 3**

**Old Business:**

**Action Items**

Mr. Stup reviewed the status of the Action Items from the last meeting and answered Commissioner questions.

**Procedures/Forms**

Discussion and approval of revised procedures for Request for Advisory Opinion and Violation Complaint, a new Request for Advisory Opinion Form and Ethics Violation Complaint Form from questions at the November Workshop.

Messrs. Rose and Stup presented the revision and new Request for Advisory Opinion Form and answered Commission questions.

**Decision**

Mr. Haugh made a motion to approve the revised procedures for Request for Advisory Opinion and Violation Complaint, and the new Request for Advisory Opinion Form and Ethics Violation Form; Mr. Ward seconded the motion.

**VOTE: Yea 3 Nay 0**

**Revised Ethics Ordinance**

Discussion and approval of the revised Ethics Ordinance draft for submission to the State Ethics Commission.

Mr. Rose reviewed and discussed his draft of the revised Ordinance.

Messrs. Rose and Stup answered questions to include procedural questions of the Commission.

**Decision**

Mr. Haugh made a motion to approve the revised Ethics Ordinance and instructed Staff to forward the draft to the State Ethics Commission for comment and to the Mayor & Council upon receipt of those comments, if applicable Mr. Ward seconded the motion.

**VOTE: Yea 3 Nay 0**

**Commission Work Goals**

Evaluation of Ordinance Review Strategy & Schedule.

The Commission decided at the November Meeting to have the draft revisions e-mailed for individual comments in December. The goal is to review and approve the revised document for distribution the State Ethics Commission at the January 18, 2006 Meeting.

**Ethics Commission Minutes**  
**January 18, 2006**  
**Page 3 of 3**

**Old Business Cont.**

**Commission Work Goals Cont.**

Staff is to discuss a tentative schedule with the Mayor for a Workshop with the Council on the proposed amended document after State Ethics Commission Comments have been received and addressed. The intent is for the new Ordinance to be to the Mayor & Council for action by April 11, 2006. However, due to the Council Schedule the Workshop is scheduled on January 31 before comments are received from the State.

**Comments:**

It was restated that the following would be completed for the next meeting:

- Staff is to notify the appropriate people to attend the February meeting for the Request for Advisory Opinion Item.
- City Attorney to forward draft Ordinance to the State Ethics Commission for review and comment.
- Comments from the State Ethics Commission and Mayor & Council will be distributed, if any, to the Commission for determination if an addition action by the Commission is required.

Ms. Eshbaugh questioned if several items from her Workshop Notes had been addressed. After discussion it was agreed that Blanket Waivers would not be granted, and those items would be reviewed on a case-by-case basis through the Request for Advisory Opinion Process. The other points were clarified by the City Attorney Liaison and had been addressed in the revised Procedures and new Forms that had been approved earlier in the meeting, or will be included in the proposed Handbook.

Mr. Stup reminded the Commission that the Advisory Request would be heard at the February 15, 2006 meeting.

The revised Ethics Ordinance is scheduled for a Mayor & Council Workshop on Tuesday, January 31 at 6:00 PM. The item is the second on the Agenda. Mr. Rose and Staff will attend and present the proposed Ordinance, but it would be advisable for as many Commission Members that can attend to do so.

**Adjournment**

The meeting was adjourned at 8:19 PM.

Respectfully submitted,

Jamie Eshbaugh, Chair  
Brunswick Ethics Commission